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Executive Assistant to DCI

15 August 1952

Director of Training

Weekly Summary Report

1. The D/TR met with Mr. Ennis of Department of State to discuss CIA participation in States' Peripheral Reporting Program as a training source for Junior Officer Trainees in language and area training.

2. The D/TR met with Colonel Zehrer, Chief Psychologist of the Army, to explore possibility of assignment of a top-level Army psychologist to head the Assessment and Evaluation Staff of OTR.

3. An agreement with Foreign Service Institute, incorporating language and area and language training, has been prepared by the OTR Budget, Finance, and Fiscal Officer and has been submitted to Comptroller for concurrence. 25X1

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[REDACTED]

A meeting was held with Mr. [REDACTED] representative of owner, to discuss arrangements for lease of property. It was tentatively agreed that a memo would be prepared outlining pertinent points, and appropriate action would be taken at a subsequent meeting during the week of 1 September.

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9. The two-weeks [REDACTED] staff Course scheduled to commence 18 August has been cancelled, owing to insufficient enrollment. Only seven applications were received against a minimum of ten required for a conduct of this course. This course has already been cancelled once before and has not been presented since March 1952. It will not be offered in the future unless the covert operations offices specifically so request and can assure the minimum enrollment required.

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10. The first research phase of the [REDACTED] Development project has been completed and a conference was held with the Chief of the [REDACTED] PY Division and the Chief, Advanced Training Division, in which the proposed course curriculum was discussed. General agreement on the approach to be taken in the course was reached. An attempt will be made to give a test running of this course during the month of September.

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11. The first CIA Human Resources Program course in ORR for the AD, his staff, and division chiefs has been completed. The enrollment for this course came to twenty and consisted of four one-hour discussions and a one half-hour conference with each individual.

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12. The first of three seminars on the USSR was conducted by [redacted] on August 11th. Although it was announced that participation was limited to twelve people, reservations were accepted up to twenty-two. Representatives from all of the Offices under the DD/P and DD/I were present. [redacted] topic was "Communism and Germany." The second seminar will be held on August 18 under the chairmanship of [redacted] whose topic is "The Role of the Peasant in the Soviet System." 25X1

13. Preliminary arrangements have been made by the Office of Training to conduct a series of discussions with representatives of other Offices on the Personnel Evaluation Report Program. Meetings are presently being scheduled in OCD, ONR, OCI, OSI, OO, and IASO.

14. Numerous applications to fill the six slots for the October session of the Near East Language and Area Program sponsored by FSI have been received. A summary of the sixteen-week course is presently being prepared for distribution to all Offices in the Agency.

15. The Office of Procurement and Supply is presenting a briefing program on Wednesday, 20 August, on procurement planning and related problems. This is the second in a new series of bi-weekly presentations designed to acquaint representatives of all Offices with the specialized functions and services offered by the Staffs and Offices under the DD/A.

16. A combined total of 117 students is presently enrolled in the Introductory and Self-Study Courses in the Language Training Center. The Language Laboratory during the week of 11-15 August was used for a total of 596 student hours.

17. As of 15 August, 354 CIA personnel are enrolled in TR(S) training courses and 411 in TR(G) training courses, making a total of 765 in training programs under the jurisdiction of OTR as a whole.

SIGNED

MATTHEW BAIRD

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